



DEPARTMENT OF THE NAVY
BUREAU OF MEDICINE AND SURGERY
2300 E STREET NW
WASHINGTON DC 20372-5300

IN REPLY REFER TO

BUMEDINST 1520.30A
BUMED-05/NSHS-00
12 May 97

BUMED INSTRUCTION 1520.30A

From: Chief, Bureau of Medicine and Surgery

Subj: CLERKSHIP TRAINING

Ref: (a) SECNAVINST 6320.23
(b) BUMEDINST 7050.1
(c) SECNAVINST 5214.2B

1. Purpose. To provide guidance for the conduct of annual training (AT) clerkships for Naval Reserve officer students in the health professions, and to provide reporting procedures for evaluation of students upon completion of clerkship training.

2. Cancellation. BUMEDINST 1520.30.

3. Applicability. Applies to Naval Reserve officers enrolled as students in the Armed Forces Health Professions Scholarship Program (AFHPSP) or the Financial Assistance Program (FAP) and Naval Reserve officer students enrolled in any inactive Reserve nonscholarship program.

4. Discussion. The training and evaluation of students are vital to their professional education. A clerkship may be the first experience a student has with the Navy health care system and must be meaningful from both military and professional perspectives.

5. Credentials Review and Clinical Privileging. Facility, training program, and year-level-specific criteria regarding scope of care must be developed, approved by the commanding officer, and used throughout the credentials review process, reference (a). Student clerks must not receive clinical privileges; the provision of care must be defined by a command-approved written plan of supervision that contains the following elements:

- a. Scope of care permitted.
- b. Level of supervision required.
- c. Identification of supervisor.
- d. Required evaluation criteria.
- e. Frequency of evaluations.

6. Supervision. Students in clerkship programs are prohibited from providing health care unless they are under the direct supervision of a Medical Department officer privileged to provide such treatment. Officers in supervisory roles must be informed of their responsibilities when overseeing the provision of health care by students. When a student clerk performs any invasive diagnostic or therapeutic procedure, they must be directly and personally supervised by a medical officer who is qualified to perform the procedure.

7. Medical Student Clerkships. Department of the Navy medical treatment facilities (MTFs), research activities, and operational units in the United States and Puerto Rico (students in Puerto Rican schools only) which have the requisite training capabilities may conduct professional clerkships. Clerkship opportunities will be catalogued and promulgated by Naval School of Health Sciences (NSHS), Bethesda (Code 14). Clerkship sites should match students to assignments using: (a) academic criteria established by the clerkship director; (b) student desires; and (c) availability of training opportunities. The following assignments are generally available for the school-year levels indicated:

a. First Year Students

(1) Officer Indoctrination School (OIS), Naval Education and Training Command, Newport, RI.

(2) Research clerkship at the naval medical facility nearest the student's school.

b. Second Year Students

(1) OIS (If not attended in the first year).

(2) Research clerkship.

(3) Clinical clerkship at any naval MTF in the continental United States. (Clinical clerkships at the second-year level should be discouraged since the medical student often will not have adequate background knowledge to derive maximum benefit from the clinical exposure.)

(4) Operational orientation, e.g., shipboard, Marine Corps, Naval Operational Medicine Institute, Naval Undersea Medical Institute. Completion of OIS is a prerequisite.

c. Third Year Students

(1) Clinical clerkship.

(2) Operational orientation.

d. Fourth Year Students. Clinical clerkship at any naval MTF in the continental United States.

8. Dental Student Clerkships. Department of the Navy dental treatment facilities (DTFs) in the continental United States which have the requisite training capabilities may conduct clerkships for Naval Reserve officer dental students. Assignments will be made on the basis of student desires, location, and opportunities. Clerkships will normally be 7-45 days in duration and accomplished during sophomore through senior years; for students in the AFHPSP, clerkships must be 28-45 days in length. If an appropriate 6-week period is available, students must first attend OIS before considering a clerkship.

9. Optometry Student Clerkships. Department of the Navy MTFs in the continental United States which have the requisite training capabilities may conduct clerkships for Naval Reserve officer optometry students. Assignments will be made on the basis of student desires, location, and opportunities. Clerkships can be accomplished after entry into the AFHPSP and must be 28-45 days in length. If an appropriate 6-week period is available, students must first attend OIS before considering a clerkship.

10. FAP Student Clerkships. Students enrolled in the FAP who desire clerkships should contact NSHS Bethesda (Code 14). Because of the inherent limitations of residency programs, these requests will be processed on a case-by-case basis.

11. Program. Clerkship program content will vary based on circumstances, facilities, and resources. Two major areas must be addressed in any program, but these may vary in depth and scope depending on the length of the clerkship:

a. Military Indoctrination and Navy Exposure. This includes Navy customs, traditions, regulations, facilities, and procedures, covered either formally or informally through a variety of activities.

b. Professional Knowledge and Skills. These qualities can be developed through well-planned departmental rotations, involvement with patient care (supervised treatment, observation, or assisting), and participation in appropriate professionally-oriented activities.

The content of the clerkship program should be relevant to preparing the student for eventual full-time active duty service as a naval Medical Department officer. The graduate medical education committee is responsible for developing, implementing, and monitoring the clerkship program for medical students. For dental and optometry students, the command training officer or

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equivalent is responsible for these functions. Clerkships in excess of 60 days are governed by reference (b) and are not available to AFHPSP students.

12. Evaluation. Fitness reports are the primary means of recording the performance evaluation of students in clerkship programs. Marginal or unsatisfactory performance or conduct, or other deficiencies, must be reported per paragraph 13d.

13. Responsibilities

a. Naval Reserve officer students enrolled in the AFHPSP or the FAP submit requests for AT orders to NSHS Bethesda (Code 14).

b. Naval Reserve officer students enrolled in any inactive nonscholarship program submit requests for AT orders (maximum 60 days) to Bureau of Medicine and Surgery (BUMED) (MED-51).

c. Commands conducting clerkship training must develop and monitor programs consistent with guidance provided in this instruction. Upon notification of a request for clerkship training, the command will coordinate assignment directly with the AFHPSP student; BUMED (MED-51) for medical and dental nonscholarship students, as applicable. The AFHPSP student is responsible for coordinating orders for AT with NSHS Bethesda (Code 14).

d. Fitness reports covering the clerkship training period will be completed and forwarded for each clerk to the Bureau of Naval Personnel (Pers-323). Marginal or unsatisfactory performance or conduct, or other deficiencies, must be immediately reported in writing to NSHS Bethesda (Code 14) for AFHPSP students; BUMED (MED-51) for medical and dental nonscholarship students; and to the Dean, Uniformed Services University of the Health Sciences (USUHS) for USUHS students, as applicable. Extreme instances of improper or unethical contact should be addressed by appropriate punishment and that punishment should be documented in the accompanying correspondence.

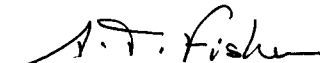
e. Commanding officers of Medical Department activities capable of conducting clerkship programs must submit the following, as applicable:

(1) Medical Students. A letter to NSHS Bethesda (Code 14) by 1 June, annually, stating the numbers, types, and lengths of clerkships available at the activity.

(2) Dental Students. A letter to BUMED (MED-51) by 1 June, annually, stating the numbers and lengths of clerkships available at the activity.

(3) Optometry Students. A letter to NSHS Bethesda (Code 14) by 1 June, annually, stating the numbers and lengths of clerkships available at the activity.

14. Reports Exemption. The requirement contained in paragraph 13e is exempt from reports control by reference (c), part IV, paragraph G11.


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Deputy

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